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Commonwealth of Massachusetts
Division of Professional Licensure
BOARD OF EXAMINERS OF SHEET METAL WORKERS
1000 Washington Street • Boston • Massachusetts • 02118

JOHN C. CHAPMAN
UNDERSECRETARY OF
CONSUMER AFFAIRS AND
BUSINESS REGULATION

CHARLES BORSTEL
DIRECTOR, DIVISION OF
PROFESSIONAL LICENSURE

Approved Meeting Minutes

October 17, 2016

1000 Washington Street – Room D

Boston, MA, 02118

The **Sheet Metal Examining Board** meeting opened at 8:30 am

The following members were present:

Paul Moran – Chairman - Master Member
Russell Bartash – Vice Chairman - Journeyperson Member
Barbara Lagergren – Public Member
Michael Morales – DPL Representative
Paul Meincke – Journeyperson Member
Eric Pariseau – Master Member

The following members were absent:

Daniel Walsh – DPS Representative

The following staff members were present:

Peter Kelly – Executive Director
Charles Kilb – Board Counsel
James Murphy – Trades Supervisor
Frank Polese – Sheet Metal Inspector
Charles Wolf - Sheet Metal Inspector

1. The meeting came to order at 8:41 am.
2. The Chair informed those in attendance of emergency evacuation procedures.



3. The Board reviewed the following meeting minutes.

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B. Lagergren noted that "out-of-state" should be removed from item # 9.

Motion to approve as noted by: E. Pariseau, Seconded by: P. Meincke - Unanimous

4. Board staff reviewed the upcoming Board meeting dates.

No formal action required

5. Board staff provided an update on recent applications received and overall exam results. Staff will provide similar updates on a quarterly basis.

No formal action required

6. Board staff provided an update regarding ongoing sheet metal permits and inspections.

No formal action required

7. The Subcommittee Chair provided an update on the correspondence apprentice program sample outline. The Board noted that to qualify for the program experience should be verified by tax records, W-2's or social security records. It was also recommended that there should be a maximum of 1-year allowed to complete a level. Board staff will update the outline in preparation for final review and approval.

No formal action required

8. The following was noted under topics not reasonably anticipated:

- New City of Boston "Hot Work" permit requirements

9. The Chair announced that there were no applicants present for character review and therefore no Executive Session would be necessary.

No formal action required

10. At 9:50 am the Chair announced that the Board would enter into Investigative Conference per M.G.L. c. 112, §65C. The purpose of the Investigative Conference was to review the status of ongoing investigations. The Chair announced that the Investigative Conference would last approximately thirty minutes.

Motion to enter Investigative Conference by: R. Bartash, Seconded by: E. Pariseau

Unanimously approved

11. The public meeting resumed at 10:10 am to report on actions taken during Investigative Conference.

2015-001493-IT-ENF – Dismiss w/ Advisory - Unanimous

2015-001431-IT-ENF – Send to prosecutions – 5-yes, 1-abstain

Meeting Adjourned at 10:15 am

Respectfully submitted by:



Peter Kelly – Executive Director

Referenced Documents:

Meeting Agenda (10/17/16)

Meeting Minutes (9/16/16)

Sample outline of correspondence training